



City of
WOODSTOCK
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REQUIREMENTS FOR HOME OCCUPATIONS

Before initiating a home occupation, the Planning and Zoning Administrator must determine that the proposed use meets the City's home occupation standards. A written description of the proposed business should be submitted. The proposal should include the name of the business, street address, and contact information for the owner/operator. The description of the operation must be detailed enough to demonstrate that City's home occupation standards will be met.

Home occupations in Woodstock are regulated by Section 7B.3.3 of the city's Unified Development Ordinance. This section establishes performance standards rather than providing a detailed list of allowable home occupations.

1. The home occupation must be incidental to the use of the structure as a residence. The home occupation may not use more than 25 percent of the gross floor area of residence or 500 sq. ft., whichever is less.
2. The operator of the business must be a full-time resident of the dwelling unit. No more than one person who does not reside at the dwelling unit may be employed at the location of the home occupation.
3. No signs advertising the business are allowed.
4. All activities and storage associated with the business must be indoors
5. No special interior or exterior structural alterations shall be needed to conduct the home occupation. No special equipment that would change the residential character of the dwelling or accessory structure may be installed. Equipment that would change the fire rating of the structure is prohibited. Separate entrances to the building, for the sole use of the home occupation, are prohibited.
6. Site changes that make the dwelling and property less residential in character are not allowed. Prohibited alterations include parking lots, commercial exterior lighting, paving of setbacks. Parking shall occur on driveways only and shall be sufficient for home occupation customers and clientele.
7. Home occupations involving the care of children may locate outdoor play equipment only in the rear yard of the residence.
8. Home occupations may include the provision of barbering, cosmetology, or similar personal service uses.
9. Delivery or pick-up of supplies or products associated with home occupations are allowed only between 8 a.m. and 8 p.m. Vehicles used for delivery and pick-up are limited to those normally servicing residential neighborhoods.
10. Home occupations shall not create any odor, vibration, noise, electrical interference or fluctuation in voltage that is perceptible beyond the lot line of the lot upon which the home occupation is conducted. No hazardous substances may be used or stored in conjunction with a home occupation. If any home occupation becomes dangerous or unsafe, or presents a safety hazard to the public or to adjacent or nearby properties, residents, or business, the Community Development Director may require that the home occupation immediately be made safe or that it cease.
11. The following uses are **prohibited as home occupations**:
 - The repair, assembly or storage of any vehicles, equipment with internal combustion engines, or large appliances.
 - Dispatch centers where employees report to the dwelling unit to be dispatched elsewhere.
 - Animal care or boarding facilities.
 - Medical or dental offices.
 - Food service businesses of any kind, including food catering.
 - Wholesale or retail sales of goods or merchandise.